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Click the **Bankruptcy** hyperlink on the CM/ECF Main Menu.

Click **Miscellaneous** hyperlink.

Enter **Case Number**

Click **Next**.

Select **Reaffirmation Disclosure Statement** click **Next**.

Select the **Party**. If not listed, click **Add/Create New Party**

Note: If it is your first time docketing on a case the following message will display:

"The following attorney/party associations do not exist for this case.

Please check which associations should be created for this case."

Place a check mark in the box to establish the association.

Click **Next**.

Associate the pdf file of the **Reaffirmation Disclosure Statement**.

Click **Next**.

Enter the creditor name for this Reaffirmation Agreement.

Click **Next**.

Note: The following message displays:

Link to a Reaffirmation Agreement With This Creditor.

Click **Next**.

Place a check mark in the box " **Refer to Existing Event**"

Select the appropriate event (s) to which your event relates:

Click **Next**.

Edit the docket text if necessary.

Click **Next**.

Review final docket text.

Click **Next**.

Source URL (modified on 03/09/2015 - 3:28pm):

<http://www.canb.uscourts.gov/ecf/efiling-manual/reaffirmation-disclosure-statement>